

**West Devon Community and
Voluntary Services
Annual Review**
2008 - 2009



***Promoting local voluntary
and community action***

Welcome

This second annual report from West Devon CVS reflects the fact that we have continued to strengthen our position as a single organisation providing support to voluntary and community organisations throughout West Devon.

Whilst doing so, we were, in common with so many, affected by the economic downturn. As well as providing advice to those who suddenly found themselves with time to volunteer and organisations with concerns over their on-going sustainability, we ourselves had to reflect on our own situation.

As well as reducing the number of hours staff worked by 20% to ensure we operated within our means, we implemented a membership charge from January 1st 2009. Whilst not all of our previous members elected to continue within our membership, we believe that by continuing to provide effective services which demonstrate value for money, our membership will continue to grow. We remain in contact with a much broader range of voluntary and community organisations providing services in West Devon and continue to notify them of training and capacity building opportunities and other opportunities to participate.

We steadily increased the project work we were involved in throughout the year and this has helped broaden the skill set of staff.

On the subject of staff, we must commend their hard work and our volunteers. They have made our continued progress possible.

Jennifer Coleman
Chair

Karen Nolan
Chief Executive

Throughout the year West Devon CVS has...

The Trustees

Chairman:

Jenny Coleman

Treasurer:

Pat Sawyer

Julia Easton

Ewan Rae

Martin Taylor

Maurie Webber

Company Secretary:

Jan Simpson

- Recruited 488 volunteers
- Worked with organisations on 89 occasions
- Provided training to 14 organisations directly and participated in joint training initiatives with our fellow CVS in Devon
- Worked with partnerships from all sectors to influence policy and speak on behalf of our members
- Represented the sector on county wide panels for health

The Team

Chief Executive:

Karen Nolan

Group Development/Deputy Chief Executive: Jan Simpson

Group Development & Rural Outreach:

Jacqui Wolstenholme

Volunteer Centre Co-ordinators:

Sue Bizley
Billie Burnett

Project Work: (from Nov 08)

Sally Kinsey

Office Administrators:

Mary Rattenbury
Theresa Tinson

What do we do

There are over 700 voluntary and community organisations serving West Devon, with thousands of residents relying on the services they provide.

From our offices in Okehampton and Tavistock, West Devon CVS supports these organisations by:

- Developing the capacity, skills and knowledge of groups and volunteers through training events and one to one development support
- Providing information through our newsletters, information bulletins and voluntary sector forums
- Helping local organisations influence local policy and service development through working with statutory partners and collaborative partnerships
- Supporting local organisations to become involved in service delivery
- Supporting local volunteers to become involved in their communities through our Volunteer Centres in Okehampton and Tavistock

As of 31st March 2009 we had 82 paid up members based or working in West Devon and we are in contact with 519 organisations.

Developing the capacity, skills and knowledge of groups

Training: Without any external funding, we ran two training courses this year and signposted organisations to a wide range of courses throughout Devon. Our two courses were on Emergency First Aid and Recruiting Volunteers.

Funding: We assisted groups 40 times with funding advice. This ranged from finding funds for village hall refurbishment to assisting a group with creating a funding strategy.

One to one support: We worked with 28 groups on various topics from helping with constitutions and policies, defining roles and helping with Charity Commission registration.

We worked with many more groups providing answers to general enquiries via phone and email

We also conducted a very specific piece of intensive capacity building work, at the request of the Local Strategic Partnership with an organisation in West Devon.

Providing Information: For local groups to participate, it is important that they have access to relevant information and are not burdened with information overload.

We continued to issue our newsletter quarterly. For our final edition in this financial year we teamed up with South Hams and Teignbridge CVS to produce a joint newsletter – whilst retaining our local news. This enabled us to make more effective use of our resource. We also continued with our email information bulletin which we issued every month.

Voluntary Sector Forums: We held 4 Voluntary Sector Forums throughout the year.

We continued our Volunteers Co-ordinators Network meetings this year. Using them as an opportunity to provide peer support and an arena to discuss and distill good practice. This network met twice and covered topics such as recruiting and motivating volunteers and providing equality of opportunities. As well as these two network meetings we also held Voluntary Sector Forums on Health and Transport.

Fund Holding: We continued to hold funds for the Energy for Life Fund on behalf of the Devon PCT.

Building influence

Influencing policy

West Devon CVS works with a number of local strategic bodies to promote partnership working between the sectors

We are members of The West Devon Local Strategic Partnership and publicised opportunities for participation in the various stakeholder groups connected to the West Devon Community Strategy.

We continued to lobby for recognition of the implications of organisations being asked to participate on strategic partnerships in a representative capacity. This is now established at a county level and West Devon CVS administers the fund which recognises the efforts of organisations on identified county partnerships.

West Devon CVS took on the Chair of the West Devon Local Children's Trust in September 2008. This is the first West Devon Wide multi agency forum to ensure planning and delivery are devolved as locally as possible; undertake local needs analysis and enable targeting of resources to local priorities.

West Devon CVS participates in a number of county and regional partnerships to enable the development of the sector. An example of this is DACVS (The Devon Association of CVS). This enables close collaborative partnership working between all the CVS in Devon and as an active member of this partnership we are involved in a number of county wide contracts.

West Devon CVS remained an active participant in the Devon Consortium this year, taking on the responsibility of managing the Consortium Secretariat function. The Chief Executive continued to represent the Consortium on the Stronger, Inclusive Communities Group within the LAA process and additionally took up a representative seat on the Health Stronger Communities Partnership Group.

West Devon CVS remains involved with the Compact Hub. The Compact is a key tool in developing and promoting better working between the sectors.

Involving local organisations in Service Delivery

There are increasing opportunities for local organisations to become involved in delivering services. Our co-ordination of the two Complex Care Teams in West Devon is tangible evidence of this. The Voluntary Sector Representatives (both attached to local organisations) signpost individuals with Complex Care needs to voluntary and community organisations which can help with their care in the broadest sense.

This process has begun to identify unmet areas of need and we will continue to work with organisations to investigate how these services could be delivered within West Devon.

We have provided opportunities for groups to become more aware of social enterprise and procurement processes, facilitating an event in Okehampton with Voluntary Youth Services Devon for those organisations delivery services to children and young people.

Involving Volunteers

Our volunteer centres in Okehampton and Tavistock have added 488 new volunteers to our existing registers. We worked with organisations to provide 126 new opportunities for our volunteers.

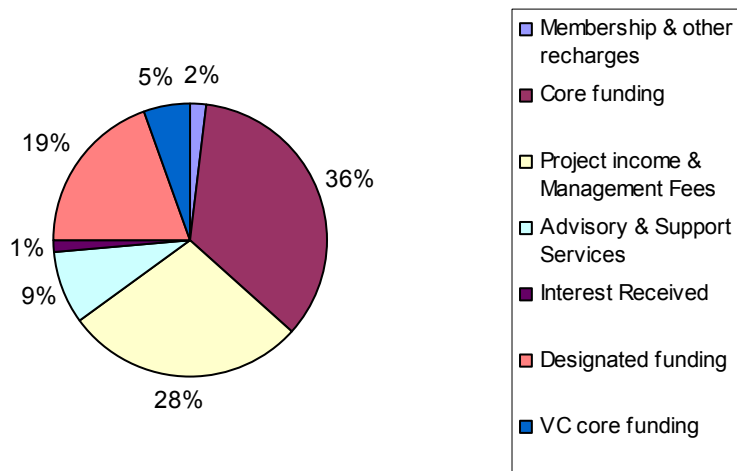
We completed our work on the 'Count me In' project with other Volunteer Centres across the County to celebrate and promote Devon's volunteers. In West Devon we exceeded our target of 169 by identifying 205 volunteers who had contributed at least two hours of voluntary activity a week over the past year.

We also provided talks on volunteering to the Senior Council, Life Choices and Molly Owen in Tavistock. We also promoted volunteering by participating in the West Devon Borough Council Connect Outreach surgeries in a number of villages.

To celebrate Make a Difference Day in October 2008 we held two events in October. Volunteer Centre Co-ordinators and the Rural Outreach Officer took part in a short walk with members and volunteers from the Walk and Talk scheme in Okehampton and Tavistock with the aim to promote volunteering

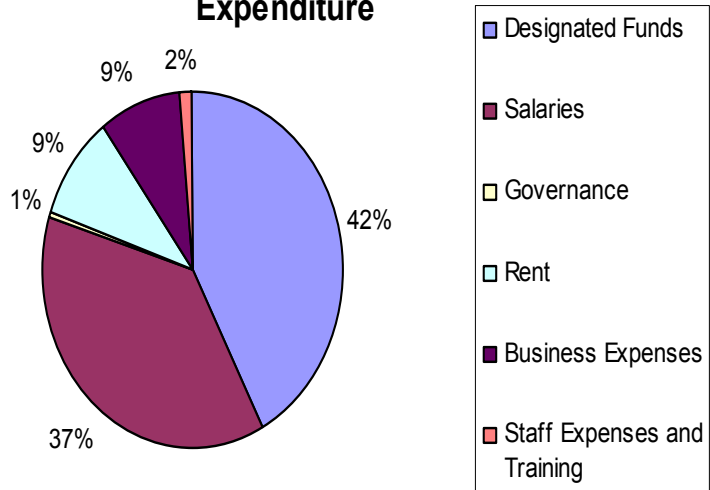
Finance and Funding

Incoming Resources



Total incoming resources £176,560

Expenditure



Total Expenditure £147,276

Copies of the full accounts can be obtained from the Company Secretary at our registered office.

Our finances this year show a reduction in our core funding alongside an increase in our designated and project funding. We continued to manage our finances prudently. Staff hours were reduced by 20% and this, together with our ongoing attention to using resource most effectively, enabled us to maintain services.

We have ended the year with a sufficient surplus to bolster our reserves. We are anticipating a further reduction in our core funding for the financial year 09-10 and regard this as an appropriate use of these funds.

We changed our accounting software this year to enable more efficient monitoring of our spend and finally, although the implementation of our membership charges has not had a significant impact on our income, we anticipate that this will continue to play a role in our ongoing finances.

Pat Sawyer
Treasurer

West Devon CVS members 2008/09

1st Okehampton Scout Group	Home-Start West Devon
Abbeyfield Tavistock Society	Hope Cottage Café (Bere Alston United Church)
Brentor Village Hall And Playing Field	Horrabridge Community Association
Broadwoodkelly Village Hall	Intercom Trust
Calstock Development Trust	Hear Me Now
Cats Protection - Hatherleigh, Okehampton & District Branch	High Moorland Community Action Ltd.
Chagford Combined Charities	Lewdown Past
Chagford Conservation Group	Lifeline Resources
Childline South West	Lifton Cricket Club
Children's Centre - Okehampton	Lifton Social & Community Centre
Children's Centre - Tavistock	Macular Disease Society - West Devon
Cruse Bereavement Care	Mary Budding Trust
Dartmoor Preservation Association	Meavy Parish Hall
Devon Air Ambulance Trust	Memory Café
Devon Care & Repair - West Devon Team	Milton Abbot Art Group
Devon County Association for the Blind	Museum of Dartmoor Life
Devon Heartlands Community Development Trust	National Trust - Castle Drogo
Drake's Dartmoor	National Trust - Finch Foundry
Friends Of The Forgotten Garden Of Lewtrenchard	National Trust - Buckland Abbey
Get Changed Theatre Company	National Trust - Cotehele
Guide Dogs for the Blind Association	National Trust - Lydford Gorge
Gulworthy 0-5 Preschool	National Trust - Saltram House
Gulworthy Parish Hall	New Life Church
Headway UK	Nicholls Hall Lydford

North Tawton Environmental Trust
Ockment Centre
Okehampton & District Community Transport
Association
Okehampton Community & Recreation
Association
Okehampton Men's Probus Club
Okehampton United Charity
The Poppy Day Centre
Proper Job Ltd
The Puzzle Tree/Lyric House
Rainbow Pre School
Refurnish - West Devon
Silvanus Trust
Simmons Homes Charity
South West Equine Protection
South Zeal Recreation Ground Association
South Zeal Victory Hall
St Peter's Lewtrenchard PCC
Sticklepath Fire Show Committee
Stroke Club - Tavistock
Tamwed
TAVI
Tavistock & District Local History Society
Tavistock & District Outdoor Education Forum
Tavistock Area Support Services
Tavistock Music & Arts Festival Ltd
Tavistock Music Live
Tavistock Quaker Meeting
Vocal Advocacy
West Devon Citizens Advice Bureau
West Devon Environmental Network
West Devon Netball
West Devon Scouts
Youth to Youth

Future Priorities

- Continue to build closer working relationships with our fellow CVS in Devon to ensure we are using resource effectively, whilst maintaining our local presence.
- Provide more training opportunities for local organisations and volunteers
- Continue work to strengthen the capacity of local groups to act in a representative capacity should they wish to do so.
- Update our Website to provide better information and support to local organisations
- Strengthen the capacity of local organisations to take advantage of service delivery opportunities.

A big thank you to all the individuals, voluntary and community organisations across West Devon who, together all help to enable our vibrant and diverse communities.

A thank you too, to all our partners and funders including our main core funders: Devon County Council, Devon PCT, West Devon Borough Council, and those who have supported our work.

**West Devon Community and Voluntary Services is
a member of the
National Association for Voluntary and
Community Action,
National Council for Voluntary Organisations,
Volunteering England and
The Devon Association of CVS**

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